



13 June 2018

From: Fredrick K. Gerheiser, QC Manager, Lansdowne Construction

To: **Prakash Kanthar**, NAVFAC / PWD Annapolis

Subj: N40080-17-C-0505 – Paint & Blast Shop

Meeting Minutes from Progress / QC Meeting on Wednesday, 13 December 2017

1. ATTENDEES: A weekly Progress and QC Meeting for the subject project was held on Wednesday, 13 December 2017 in the building adjacent to Building 339NS, Paint & Blast Shop. Attendees included the following personnel:

Prakash Kanthan – NAVFAC / PWD Annapolis	Rick Vant Hof – NAVFAC / PWD Annapolis
Don Shortridge – Foreman, SCRF USNA	SH1 Shawn Miller
MM1 John Tate	Brent Bogaczyk – BPI Mechanical
Rick Richardson – Metro Test & Balance	Fred Morehead – Superintendent, Lansdowne
Fredrick Gerheiser – QC Manager, Lansdowne	

2. PROGRESS UPDATE: **Fred Morehead**, Lansdowne Superintendent, updated the attendees on the progress on the project to date:
 - a. Work began on the project on Monday, 4 December 2017, with exterior work on Building 339NS. During the week of 4 December – 8 December, the following work was accomplished:
 - Horizontal metal trim around the exterior of the building was replaced
 - Gutters were re-aligned and secured with gutter straps and hangers
 - Puncture holes in the exterior skin of the building were covered with metal plates
 - Painting preparation of the personnel and coiling doors, gas pipes and bollards on the north elevation began
 - b. On Monday and Tuesday, 11 and 12 December respectively, the following work on the exterior of Building 339NS continued:
 - Painting of the personnel doors and coiling doors continued
 - Painting of the gas piping and bollards on the north elevation began with the first coats applied.
 - c. All exterior work was suspended at the end of work on Tuesday, 12 December 2017 through the end of the work week (Friday, 15 December 2017) due to cold temperatures that were non-conductive to painting operations and any other exterior work on the building.
3. SUBMITTALS: The submittal log was reviewed.
 - a. There are no outstanding submittals requiring Government approval. The most recent submittal approval for submittal 015 – Control Valves was received on 11 December as it was approved as noted. NOTE: The remaining mechanical submittals (Automatic Temperature Controls (ATC)) have been submitted to the Government subsequent to this Progress Meeting.
 - b. Mr. Gerheiser noted that there was no electrical submittal requirement in the specifications. **Mr. Kanthan** was going to research this and respond. Subsequent to this meeting, **Mr. Kanthan** replied via email with an electrical submittal package requirement. Mr. Gerheiser forwarded this requirement on to JWE Electrical for action. This submittal has since been submitted and approved.

4. RFI LOG: Lansdowne Construction has received responses to all RFIs (001 through 006) to date. There are no outstanding RFIs at this time.
5. DEFICIENCY REPORT / LIST – None noted
6. SCHEDULE: 3-Week Look-Ahead

Note: All work was suspended pending receipt of funding for the Paint Spray Room controls modification. That Mod has been issued by the Contracting Officer on 10 May 2018.

Week of 25 June 2018:

- Unit Heaters have been delivered to the job site and are being stored on-site in Building 339NS.
- Begin installing ceiling mounted Unit Heaters on Monday, 25 June 2018. Access to the open bays within the building is required because a lift will be used to mount the heaters. Electrical connections will follow behind by approximately one week.
- Unit Heater installation should be completed within 4 to 6 weeks.
- Controls in Paint Spray Room to begin on 25 June 2018 as well.

Week of 2 July 2018:

- Continue installation of the Unit Heaters and controls.
- Due to 4 July holiday falling on Wednesday this year, reduced operations may result during the week. TBD.

Week of 9 July 2018:

- Continue installation of the Unit Heaters and controls.
- Begin electrical hook-up and PM.

7. MISCELLANEOUS:

- a. Badging of all working personnel has progressed.
- b. Inspection of the completed exterior work by the Government was conducted on Wednesday, 14 February 2018. All exterior work was accepted by the Government with a very minor punch list (painting touch-ups on the personnel door on the south east corner of the building).
- c. All work on the filter rack and installation of MERV 8 Filters was completed back in January 2018 and accepted by the Government. Boxes of replacement filters were stored at the filter wall on the floor.
- d. Installation of the new water heater was completed in February 2018.

8. The last Progress Meeting was concluded at approximately 1000.

Respectfully submitted,



Fredrick K. Gerheiser, PE
QC Manager, Lansdowne Construction